

# Arizona Adult Education FY 2018-2020

## Glossary of Acronyms and Terms

<b><u>Term</u></b>	<b><u>Definition</u></b>
<b>ABE</b>	Adult Basic Education
<b>ADE</b>	Arizona Department of Education
<b>AES</b>	Adult Education Services
<b>ASE</b>	Adult Secondary Education
<b>ARS</b>	Arizona Revised Statute
<b>CCR</b>	<p><b>College and Career Ready/Readiness</b></p> <ul style="list-style-type: none"> <li>• A graduating student who is prepared for any postsecondary education or training experience, including study at two- and four-year institutions leading to a postsecondary credential; has the English and mathematics knowledge and skills necessary to qualify for and succeed in entry-level, credit-bearing college courses without the need for remedial coursework.</li> <li>• A job candidate that qualifies for a job that provides a family-sustaining wage and pathways to advancement and required postsecondary training or education; is a high school graduate and has the English and mathematics knowledge and skills needed to qualify for and succeed in the postsecondary job training and/or education necessary for their chosen career.</li> </ul> <p>(Source: <a href="http://www.ccrscenter.org">www.ccrscenter.org</a>)</p>
<b>Correctional Institution</b>	<p>Any prison, jail, reformatory, work farm, detention center, or halfway house community-based rehabilitation center, or any other similar institution designed for the confinement or rehabilitation of criminal offenders</p> <p>(Source: WIOA, Title II)</p>
<b>DL</b>	<p><b>Distance Learning</b></p> <ul style="list-style-type: none"> <li>• A formal learning activity where students and instructors are separated by geography, time, or both for the majority of the instructional period. Distance learning materials are delivered through a variety of media including, but not limited to, online or software based curricula, videos, audio recordings, print materials, broadcasts, and other online technology. Instructors support DL students through communication via the online curricula, telephone, e-mail, instant messaging, text messaging, and other technologies and software.</li> <li>• A student is classified as a DL student if the majority of attendance hours credited to the student are considered distance hours as opposed to face-to-face hours.</li> </ul> <p>(Source: AES Distance and Hybrid Learning Guidance)</p>
<b>ELAA</b>	English Language Acquisition for Adults

<b>Eligible Agency</b>	<p>The sole entity or agency in a State or an outlying area responsible for administering or supervising policy for adult education and literacy activities in the State or outlying area, respectively, consistent with the law of the State or outlying area, respectively</p> <p>(Source: WIOA, Title II)</p>
<b>English Language Learner</b>	<p>An eligible individual who has limited ability in reading, writing, speaking, or comprehending the English language, and a) whose native language is a language other than English; or b) who lives in a family or community environment where a language other than English is the dominant language</p> <p>(Source: WIOA, Title II)</p>
<b>FERPA</b>	<p>Family Educational Rights and Privacy Act</p> <ul style="list-style-type: none"> <li>• A federal law whose purpose is to protect the privacy of student information</li> </ul>
<b>FY</b>	Fiscal Year
<b>HSE</b>	High School Equivalency
<b>Hybrid Learning</b>	<p>A formal instructional delivery model that incorporates a distance learning component, where students learn in part through online curricula with some element of student control over time, place, path, or pace; and in a traditional classroom, where students receive direct instruction, face-to-face, in a brick and mortar classroom. Instructors must monitor and support student progress on an approved online curriculum in addition to the face-to-face class. Additionally, instructors must connect the distance component with the face-to-face instruction for an integrated learning experience.</p> <p>(Source: AES Distance and Hybrid Learning Guidance)</p>
<b>IET</b>	Integrated Education and Training
<b>LEA</b>	<p>Local Educational Agency</p> <ul style="list-style-type: none"> <li>• A public board of education or other public authority legally constituted within a State for either administrative control or direction of, or to perform a service function for, public elementary schools or secondary schools in a city, county, township, school district, or other political subdivision of a State, or for a combination of school districts or counties that is recognized in a State as an administrative agency for its public elementary schools or secondary schools</li> </ul> <p>(Source: U.S. Dept. of Education)</p>
<b>LMS</b>	<p><b>Learning Management System</b></p> <ul style="list-style-type: none"> <li>• A software application for the administration, documentation, tracking, reporting and delivery of electronic educational technology (also called e-learning) courses or training programs.</li> </ul>
<b>Literacy</b>	<p>An individual's ability to read, write, and speak in English, compute, and solve problems, at levels of proficiency necessary to function on the job, in the family of the individual, and in society</p> <p>(Source: WIOA, Title II)</p>

<b>LWBD</b>	<b>Local Workforce Development Board</b> <ul style="list-style-type: none"> <li>A local office that support economic expansion and develop the talent of the nation's workforce, by creating regional strategic plans and set funding priorities for their area</li> </ul> <p>(Source: <a href="http://www.careeronestop.org">www.careeronestop.org</a>)</p>
<b>MSG</b>	<b>Measurable Skill Gain</b> <ul style="list-style-type: none"> <li>Real time performance measure used to document and report progress toward academic, technical or occupation credentials, or employment. The Department of Education and the Department of Labor recognize five types of measurable skill gains used to assess progress: Secondary Diploma or Equivalent, Secondary or Post-Secondary Transcript, Educational Functioning Level Gain, Progress toward milestones, and Passing Technical/Occupational Knowledge Based Exam. Of these five MSG, only two apply to adult education: Pre/Post-testing using an approved assessment <i>or</i> exiting adult education and entering a post-secondary institution, and Attainment of secondary diploma or its equivalent.</li> </ul>
<b>MOU</b>	<b>Memorandum of Understanding</b> <ul style="list-style-type: none"> <li>A formal agreement between two or more parties to establish official partnerships</li> </ul> <p>(Source: <a href="http://www.techtarget.com">www.techtarget.com</a>)</p>
<b>NRS</b>	<b>National Reporting System</b> <ul style="list-style-type: none"> <li>An outcome-based reporting system for the State administered, federally funded adult education program</li> </ul> <p>(Source: <a href="http://www.nrsweb.org/">http://www.nrsweb.org/</a>)</p>
<b>OCTAE</b>	<b>Office of Career, Technical, and Adult Education</b> <ul style="list-style-type: none"> <li>Administers, coordinates programs that are related to adult education and literacy, career and technical education, and community colleges</li> </ul> <p>(Source: <a href="http://www2.ed.gov/about/offices/list/ovae/?src=oc">www2.ed.gov/about/offices/list/ovae/?src=oc</a>)</p>
<b>One-Stop Center</b>	<p>A center that offers training referrals, career counseling, job listings, and similar employment-related services</p> <p>(Source: <a href="http://www.dol.gov/general/topic/training/onestop">www.dol.gov/general/topic/training/onestop</a>)</p>
<b>PoP</b>	<b>Period of Participation</b> <ul style="list-style-type: none"> <li>The period of time beginning when an individual enrolls in adult education and ending on the participant's date of exit from the program.</li> </ul>
<b>Post-Secondary Education</b>	<p>All instruction provided for persons who have completed secondary education or who have discontinued secondary education and are beyond the age of compulsory school attendance</p> <p>(Source: <a href="http://nces.ed.gov/pubs79/79409.pdf">nces.ed.gov/pubs79/79409.pdf</a>)</p>

<b>Postsecondary Educational Institution</b>	<p>An institution of higher education that provides no less than a 2-year program of instruction that is acceptable for credit toward a bachelor's degree; a tribally controlled college or university; or, a nonprofit educational institution offering certificate or apprenticeship programs at the post-secondary level</p> <p>(Source: WIOA, Title II)</p>
<b>RFGA</b>	<p><b>Request for Grant Application</b></p> <ul style="list-style-type: none"> <li>A type of solicitation notice in which an organization announces that grant funding is available, and allows researchers and other organizations to present bids on how the funding could be used</li> </ul> <p>(Source: <a href="http://www.investopedia.com">www.investopedia.com</a>)</p>
<b>Standardized Assessment</b>	<p>Any form of test that (1) requires all test takers to answer the same questions, or a selection of questions from common bank of questions, in the same way, and that (2) is scored in a "standard" or consistent manner, which makes it possible to compare the relative performance of individual students or groups of students</p> <p>(Source: <a href="http://www.edglossary.org">www.edglossary.org</a>)</p>
<b>SBE</b>	<p><b>State Board of Education</b></p> <ul style="list-style-type: none"> <li>Created by the Arizona Constitution and charged with the responsibility of regulating the conduct of the public school system. The Board is composed of eleven members: the superintendent of public instruction, the president of a state university or state college, four lay members, a president or chancellor of a community college district, an owner or administrator of a charter school, a superintendent of a high school district, a classroom teacher and a county school superintendent</li> </ul> <p>(Source: <a href="http://azsbe.az.gov">azsbe.az.gov</a>)</p>
<b>WAC</b>	<p><b>Workforce Arizona Council</b></p> <ul style="list-style-type: none"> <li>the advisory board to the Governor on workforce matters. Appointed by Governor Ducey pursuant to the Workforce Innovation and Opportunity Act (WIOA), the Council is comprised of leaders representing private business, labor, community-based organizations, the Arizona Legislature, local government and state agencies. It is responsible for carrying out the Governor's strategic vision for the state's robust workforce system.</li> </ul> <p>(Source: <a href="https://www.arizonaatwork.com/content/workforce-arizona-council">https://www.arizonaatwork.com/content/workforce-arizona-council</a>)</p>
<b>Workplace Adult Education and Literacy Activities</b>	<p>Adult education and literacy activities offered by an eligible provider in collaboration with an employer or employee organization at a workplace or an off-site location that is designed to improve the productivity of the workforce</p> <p>(Source: WIOA, Title II)</p>

<b>WIOA</b>	<p><b>Workforce Innovation and Opportunity Act</b></p> <ul style="list-style-type: none"> <li>Signed into law July 22, 2014, WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with skilled workers. The four Titles contained in the law are:  Title I: Workforce Development Activities  Title II: Adult Education and Family Literacy  Title III: Wagner-Peyser Act of 1933  Title IV: Rehabilitation Act of 1973</li> </ul> <p>(Source: <a href="http://www.doleta.gov">www.doleta.gov</a>)</p>
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